



# Agenda Report

2725 Judge Fran Jamieson  
Way  
Viera, FL 32940

## Consent

F.19.

10/26/2021

### Subject:

Request for Permission to Award RFP-5-21-25 / HOME Consortium Consolidated Plan to Cloudburst Consulting Group, and Mullin & Lonergan Associates

### Fiscal Impact:

\$143,568.00 Total Cost

\$135,068.00 to Cloudburst Consulting Group

\$8,500.00 to Mullin & Lonergan Associates

The costs will be paid through grant funds by parties of the Consortium and there will be no impact to the General Fund.

### Dept/Office:

Central Services on behalf of Housing and Human Services

### Requested Action:

It is requested that the Brevard Board of County Commissioners:

1. Approve award of Request for Proposal (RFP) / HOME Consortium Consolidated Plan to the highest ranked Proposers, Cloudburst Consulting Group, and Mullin & Lonergan Associates;
2. Authorize the Central Services Director to execute the Notice of Award;
3. Authorize the County Manager or designee to execute all contracts, contract amendments, renewals, and any necessary contract extensions upon review and approval by the County Attorney's Office, Risk Management, and Purchasing Services; and
4. Authorize the County Manager to approve any necessary budget change requests.

### Summary Explanation and Background:

As required by the United States Department of Housing and Urban Development (HUD), the Brevard County Board of County Commissioners (BOCC) is required to submit a Five-year Consolidated Plan. As the lead entity for the HOME Consortium, Brevard County must prepare and submit, as one document, an Annual Action Plan and Strategic Plan as part of the Consolidated Plan. It must include the HOME Investment Partnerships Program (HOME) for the entire Consortium and the Community Development Block Grant Program (CDBG) for Brevard County.

The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding for the HOME Consortium's HUD approved funding programs. This Consolidated Plan covers the period from October 2022 through September

2027, and will be submitted to the BOCC for final approval. The role of the consultant is proposed to include completion of the Consolidated Plan, HOME policies and procedures and the Affirmatively Furthering Fair Housing Plan for the entire Consortium. A consultant was used to complete the previous Consolidated Plan, as is customary with other communities nationwide. The Consortium Cities are assisting with the financial obligation and; therefore, were a part of the Selection and Negotiation Committees. The total cost will be paid through grant funds and there will be no impact to the General Fund.

On July 15, 2021, Brevard County Purchasing Services advertised on behalf of Housing and Human Services, Request for Proposal (RFP) 5-21-25 / HOME Consortium Consolidated Plan. This RFP was advertised to utilize a competitive process to secure consultants to prepare the HOME Consortium Policies and Procedures; and the Affirmatively Furthering Fair Housing Plan. Proposals were due on August 24, 2021 and three Proposers responded:

Cloudburst Consulting Group, of Landover, PA  
Mullin & Lonergan Associates of Pittsburgh, PA  
Johnson, Levinson, Ragan, Inc. of Merritt Island, FL: Statement of No Proposal

The Selection and Negotiation Committee as appointed by the County Manager was as follows:

Linda Graham, Housing and Human Services  
Lesley Singleton, Housing and Human Services  
Brian Breslin Housing and Human Services  
Ibis Berardi, City of Cocoa  
Denise Carter, City of Melbourne  
Corey Lancaster, Affordable Housing Council Chairman

The Selection Committee convened on September 20, 2021 and successfully ranked and scored Proposers; resulting in entering into negotiations with the highest ranked firm, The Cloudburst Group, for the HOME Consortium Consolidated Plan and Affirmatively Furthering Fair Housing Plan; as well as entering into negotiations with the highest ranked firm, Mullin & Lonergan, for Policies and Procedures.

Successful negotiations were conducted with both vendors in term, pricing and conditions; with the Negotiation Committee approving an award recommendation of \$135,068 to Cloudburst Consulting Group for HOME Consortium Consolidated Plan and Affirmatively Furthering Fair Housing Plan; and \$8,500 to Mullin & Lonergan Associates, for Policies and Procedures.

It is requested that the Board approve award as recommended by staff and committees, of \$135,068 to Cloudburst Consulting Group for HOME Consortium Consolidated Plan and Affirmatively Furthering Fair Housing Plan; and \$8,500 to Mullin & Lonergan Associates, for Policies and Procedures.

### **Clerk to the Board Instructions:**

None



Kimberly Powell, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001  
Fax: (321) 264-6972  
Kimberly.Powell@brevardclerk.us

October 27, 2021

**MEMORANDUM**

**TO:** Steve Darling, Central Services Director

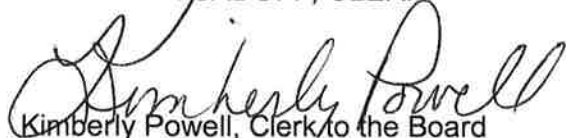
**RE:** Item F.19., Request for Permission to Award Request for Proposal (RFP) 5-21-25/HOME Consortium Consolidated Plan to Cloudburst Consulting Group, and Mullin and Lonergan Associates

The Board of County Commissioners, in regular session on October 26, 2021, approved award of RFP/HOME Consortium consolidated plan to the highest ranked proposers, Cloudburst Consulting Group, and Mullin and Lonergan Associates; authorized the Central Services Director to execute the Notice of Award; authorized the County Manager, or designee, to execute all contracts, contract amendments, renewals and any necessary contract extensions, upon review and approval by the County Attorney's Office, Risk Management, and Purchasing Services; and authorized the County Manager to approve any necessary Budget Change Requests.

Your continued cooperation is greatly appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
RACHEL M. SADOFF, CLERK

  
Kimberly Powell, Clerk to the Board

/ns

cc: Housing and Human Services  
County Manager  
County Attorney  
Risk Management  
Finance  
Budget



HOME Consortium Plans

RFP #5-21-25

SELECTION COMMITTEE CONSOLIDATED EVALUATION SCORESHEET

Any questions regarding the content of this notice should be directed to Heather Beaudry at (321) 617-7390

MEETING DATE: September 20, 2021 at 9:00 am

POSTING DATE: September 20, 2021 THROUGH: September 27, 2021 @ 5:00 pm POSTED BY: Heather K. Beaudry

| ▼ Committee Member ▼ | The Cloudburst Group |
|----------------------|----------------------|
| Linda Graham         | 1                    |
| Lesley Singleton     | 1                    |
| Brian Breslin        | 1                    |
| Ibis Berardi         | 1                    |
| Denise Carter        | 1                    |
| Corey Lancaster      | 1                    |
| TOTAL POINTS         | 6                    |
| RANKING              | 1                    |

\*\*\* Motion by Committee Member Corey Lancaster, Second by Committee Member Ibis Berardi to enter into negotiations with the highest ranked firm for the HOME Consortium Consolidated Plan and Affirmatively Furthering Fair Housing Plan with The Cloudburst Group. Vote passed unanimously 6-0.

Brevard County encourages prompt and fair handling of all complaints and disputes with the business community.  
Filing of any disputes and appeals shall be in accordance with procedures specified in bid documents.

approval



HOME Consortium Plans

RFP #5-21-25

SELECTION COMMITTEE CONSOLIDATED EVALUATION SCORESHEET

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MEETING DATE: September 20, 2021 at 9:00 am  
POSTING DATE: September 20, 2021 THROUGH: September 27, 2021 @ 5:00 pm POSTED BY: Heather K. Beaudry

| ▼ Committee Member ▼ | The Cloudburst Group | Mullin & Loneragan |
|----------------------|----------------------|--------------------|
| Linda Graham         | 2                    | 1                  |
| Lesley Singleton     | 2                    | 1                  |
| Brian Breslin        | 2                    | 1                  |
| Ibis Berardi         | 1                    | 2                  |
| Denise Carter        | 2                    | 1                  |
| Corey Lancaster      | 1                    | 2                  |
| TOTAL POINTS         | 10                   | 8                  |
| RANKING              | 2                    | 1                  |

\*\*\* Motion by Committee Member Denise Carter, Second by Committee Member Lesley Singleton to enter into negotiations with the highest ranked firm for Policies and Procedures with Mullin & Loneragan. Vote passed unanimously 6-0.

Brevard County encourages prompt and fair handling of all complaints and disputes with the business community  
Filing of any disputes and appeals shall be in accordance with procedures specified in bid documents.

9/25 Approval

RFP-5-21-25  
HOME Consortium Consolidated Plan  
Price Comparison Summary

Line Item Pricing

| Item Description  | Mullin & Lonergan |
|---|-------------------|
| HOME Consortium Consolidated Plan for 10/01/2022 - 09/30/2027 |                   |
| HOME Consortium Policies & Procedures                         | \$8,500.00        |
| Affirmatively Furthering Fair Housing Plan                    |                   |
| Total   | \$8,500.00        |
| Total for all three items                                     | \$143,568.00      |

| Original Submission  | Negotiated Pricing   |
|----------------------|----------------------|
| The Cloudburst Group | The Cloudburst Group |
| \$89,953.00          | \$82,516.00          |
| \$15,591.00          |                      |
| \$52,552.00          | \$52,552.00          |
| \$158,096.00         | \$135,068.00         |



BOARD OF COUNTY COMMISSIONERS

RECEIVED

MAY 28 2021

County Manager's  
Office

**Housing and Human Services**

2725 Judge Fran Jamieson Way  
Building B, Suite 106  
Viera, Florida 32940

## Inter-Office Memo

TO: Frank Abbate, County Manager  
Brevard County Board of County Commissioners

THRU: Jim Liesenfelt, Assistant County Manager  
Community Services Group

FROM: Ian Golden, Director  
Housing and Human Services Department

DATE: May 26, 2021

SUBJECT: Fiscal Year 2022-2027 Brevard County HOME Investment Partnership Program (HOME) Consortium Consolidated Plan Request for Proposal

Brevard County Housing and Human Services requests permission to advertise a Request for Proposal (RFP) to prepare; the fiscal year 2022-2027 Consolidated Plan, The Brevard County HOME Consortium Policies and Procedures and the Affirmatively Furthering Fair Housing Plan. The RFP will utilize a competitive process to secure consultants. Brevard County Housing and Human Services also requests your approval in the appointment of Selection and Negotiating Committee; and authorize negotiations by the Negotiation Committee. Additionally, it is also requested that the County Manager or his designee be authorized to; execute the selected contractor, and to grant permission to advertise upon the approval of Risk Management and the County Attorney's office.

As required by the United States Department of Housing and Urban Development (HUD), the Board of County Commissioners (BOCC) is required to submit a Five-Year Consolidated Plan. As the lead entity for the HOME Consortium, Brevard County must prepare and submit, as one document, an Annual Action Plan and Strategic Plan as part of the Consolidated Plan. It must include the HOME Investment Partnerships Program (HOME) for the entire Consortium and the Community Development Block Grant Program (CDBG) for Brevard County.

The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding for the HOME Consortium's HUD approved funding programs. This Consolidated Plan covers the period from October 2022 through September 2027, and will be submitted to the BOCC for final approval. The role of the consultant is proposed to include completion of the Consolidated Plan, HOME policies and

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Website: [BrevardCounty.us](http://BrevardCounty.us)

procedures and the Affirmatively Furthering Fair Housing Plan for the entire Consortium. A consultant was used to complete the previous Consolidated Plan, as is customary with other communities nationwide. The Consortium Cities are assisting with the financial obligation and; therefore, are a part of the Selection and Negotiation Committees. The total cost will be paid through grant funds and there will be no impact to the General Fund.

We are requesting your approval to appoint the following committees:

**Selection Committee:**

Linda Graham, Housing and Human Services  
Lesley Singleton, Housing and Human Services  
Brian Breslin Housing and Human Services  
Ibis Berardi, City of Cocoa  
Denise Carter, City of Melbourne  
Corey Lancaster, Affordable Housing Council Chairman

**Negotiation Committee:**

Linda Graham, Housing and Human Services  
Lesley Singleton, Housing and Human Services  
Brian Breslin, Housing and Human Services  
Ibis Berardi, City of Cocoa  
Denise Carter, City of Melbourne  
Corey Lancaster, Affordable Housing Council Chairman

Per BCC-26, the County Attorney or designee may assist the Negotiating Committee, but shall not be a member.

Should you have any questions, please feel free to contact me. Thank you for your consideration.

Approved / Denied

  
\_\_\_\_\_  
Frank Abbate, County Manager

  
\_\_\_\_\_  
Date